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**TOWN OF ASHLAND**  
**BOARD OF SELECTMEN MEETING MINUTES**  
**THURSDAY, APRIL 8, 2021**  
**TOWN HALL**  
**ASHLAND, NH**  
**5:30 P.M.**

**I. CALL TO ORDER** -- Town of Ashland Chairman of the Board Eli Badger called the meeting to order at 5:30 p.m. and requested a roll call of the Selectmen. Chairman Eli Badger and Selectmen Ann Barney, Bob Letourneau, Alan Cilley and Andy Fitch were present via the video conference. Chairman Badger notified attendees that the meeting was occurring over video and teleconference, a provision authorized by the Governor’s Emergency Order #12 that waived the physical presence of board members during the Covid-19 pandemic.

**II. APPROVAL OF MINUTES**

Two changes to the minutes were noted as follows: Page 2, line 34 – “hearing” was changed to “heating.” Page 3, line 3 – “net” was changed to next.”

**MOTION:** Andy Fitch

*To approve the meeting minutes of March 30, 2021 as amended*

**SECOND:** Alan Cilley

**ROLL CALL VOTE:** 5 (Badger, Cilley, Fitch, Barney, Letourneau)

**MOTION PASSED**

**III. OLD BUSINESS**

**a. Update on Town Manager Search** – Interim Town Manager Frances Newton announced that an offer had been made pending successful contract negotiation and background check.

**b. Update on TAP Project** – Frances Newton and Eli Badger had participated in a preconstruction meeting with KV Partners. They were informed that the sidewalk project is scheduled to begin late April with a completion date of June 30, 2021. Some electric poles will be moved by the Ashland Electric Department prior to the start of construction. There will be one-way traffic on Main Street during some phases of construction.

**IV. NEW BUSINESS**

**a. Ashland Parks and Recreation** - Department Head Ann Barney brought several issues to the Board for discussion/guidance as follows:

- i. Summer Camp – the Board discussed capacity, residency requirements and field trips. Last year because of Covid, attendance was capped at 18, restricted to town residents only and there we no field trips. The consensus of the Board was that this year, we can return to the previous cap of 40 children, allow non-residents to join and limit the trips to outdoor activities such as hiking. Large heavily attended parks would not be used. Children and staff will still be required to follow safety measures

1 such as masks, hand sanitizing and appropriate social distancing. Issues will be  
2 revisited should the Covid picture worsen.

- 3 ii. Beach – Issues of capacity, residency, snacks, and fees were discussed. The  
4 consensus of the Board was that we will keep last year’s cap of 75 in place, beach  
5 will be open to non-residents, snacks will be limited to sealed options such as water  
6 or bags of chips, and we will reinstate fees to the former levels (season pass \$25 for  
7 residents and \$50 for non-residents, \$2/day for residents and \$4/day for non-  
8 residents. Again, appropriate safety protocols will be followed for the beach, snack  
9 shack and bathrooms.
- 10 iii. Campground – Opening date is planned for May 1. Tree work previously approved  
11 will be completed prior to that date.
- 12 iv. Booster Club Roof – Shingles have repeatedly blown off during wind events. DPW  
13 Director, Craig Moore, informed the Board that the old shingles had not been  
14 properly nailed and will continue to be problematic with wind and rain events and  
15 could possibly lead to leaks, even with temporary patching. Ms. Barney has  
16 obtained two estimates (\$10,995 and \$22,000) to install a metal roof over the  
17 existing shingles that would have a 60-year guaranty. The Board will continue to  
18 discuss this and consider funding sources.
- 19 v. Groups on the Field – Various groups from the area, such as soccer or flag football  
20 teams, have requested to reserve the field from time to time. Last year with Covid,  
21 we significantly restricted use. Youth leagues have their own insurance. Safety  
22 precautions, e.g., masks would still be required. The Board consensus was that we  
23 can open the field to outside groups as appropriate.
- 24 vi. Use of Booster Club for Meetings. Again, the Board agreed that the Booster Club  
25 can be used by groups/committees such as the Ashland Area Recreation Association  
26 (AARA) and 4<sup>th</sup> of July Committee with appropriate safety protocols such as  
27 cleaning and mask usage.
- 28 vii. Basketball Court – Ms. Barney informed us that the hoops have not yet been put up  
29 because there is some bubbling in the pavement. The company that installed it will  
30 check back in two weeks to see if the problem resolves. If not, repaving may be  
31 necessary. Once resolved, the nets/hoops will be reinstalled.

32  
33 **b. Donation from the Ashland Community Church to the Adopt-a-Camper**  
34 **Scholarship Fund.** – The Board discussed a proposed gift from the Ashland Community  
35 Church to the town for summer campers. It was unclear how and where this gift should  
36 be allocated in the budget and if we need involvement from the Trustees of the Trust  
37 Fund. Interim Town Manager Newton agreed that she would research it and get back to  
38 the Board.

39  
40 **c. Ames Brook Campground Summer Event** – Police Chief Ulwick was asked by the  
41 owner of the Ames Brook Campground, Dan Grossman, about providing police detail  
42 for a fundraiser event at the campground in July. The event is expected to draw a good-  
43 sized crowd, many from outside the campground, and will feature music. He also  
44 wanted to know if there are any town requirements for such an event, such as a permit.  
45 The Board was unaware of any such requirements other than following the noise

1 ordinance. The police are willing to provide detail for traffic control. Ms. Newton will  
2 investigate further.

- 3  
4 **d. Covered Bridge Repairs** – David Ruell presented a proposal from Arnold M. Graton  
5 Associates to make repairs to the Ashland Covered Bridge. The repairs are mostly  
6 cosmetic rather than structural and would also improve the look and longevity of the  
7 bridge, which is now 30 years old. The repairs include a new floor, guardrail cap,  
8 scarred portal timbers, and sheath inside the walkway. The total cost would be \$28,000  
9 In addition, they are proposing applying/reapplying NoChar (a fire retardant) to the  
10 bridge at a cost of \$3,000. The intent is to raise all the funds through events, direct  
11 mailing, GoFundMe, etc. so there would be no cost to the town. Funds would be filtered  
12 through the Ashland Historical Society (AHS) who would the give the money to the  
13 town for disbursement. Any funds not used for repairs would be donated to the AHS.  
14 Work is expected to start in May or June. Periodic reports will be provided to the Board.  
15

16 **MOTION:** Andy Fitch

17 *To approve the proposal for the repairs to the Ashland Covered Bridge.*

18 **SECOND:** Bob Letourneau

19 **ROLL CALL VOTE: 5 – 0**

20 **MOTION PASSED**

- 21  
22 **e. NHDES Groundwater Management at the Ashland Electric Building Site** – The  
23 town received a proposal and NHDES-approved Work Scope Authorization (WSA)  
24 from GZA, an environmental company, for an on-site remediation of soil petroleum  
25 residues. Work will include decommission extraction wells, removing underground pipe  
26 runs, removing the above ground system components and associated shed, and surface  
27 restoration. The site is eligible under the Petroleum Reimbursement Fund; thus, the cost  
28 will be covered through State reimbursement. Work will begin in May and be  
29 completed by the end of June 2021.  
30

31 **MOTION:** Bob Letourneau

32 *To approve the GZA proposal for soil remediation at the Ashland Electric Building site.*

33 **SECOND:** Ann Barney

34 **ROLL CALL VOTE: 5 – 0**

35 **MOTION PASSED**

36  
37 Police Chief Ulwick asked if the shed can be given the Ashland Police Department for  
38 their range. Ms. Newton will call GZA to inquire.  
39

- 40 **f. Library Appropriation** – David Ruell brought to the Board's attention the requirement  
41 by state law (RSA 202-A:11, III) that the library appropriation be paid to the Library  
42 Trustees on a payment schedule as agreed to by the Library Trustees and the selectmen.  
43 This year, the library did not need to first payment due to Covid closures. Now that the  
44 budget has been determined, the Library Trustees voted to propose a payment schedule  
45 as follows: to divide the non-payroll portion of the budget (\$28,816) into three equal  
46 payments of \$9,605 to be paid at the beginning of the three remaining quarters (April,  
47 July, October).  
48

1           **MOTION:** Bob Letourneau  
2           *To pay the requested Library appropriation of three equal payments of \$9605.*

3           **SECOND:** Andy Fitch

4           **ROLL CALL VOTE: 5 – 0**

5           **MOTION PASSED**

- 6  
7           **g. 4<sup>th</sup> of July Committee Appointments** – The previous committee members need to be  
8           reappointed because the committee was canceled by the Board of Selectmen last year.  
9           The committee will reform as a town committee based on a warrant article that was  
10          passed in the March election.

11          **MOTION:** Bob Letourneau

12          *To appoint David Ruell to serve on the Ashland 4<sup>th</sup> of July committee.*

13          **SECOND:** Alan Cilley

14          **ROLL CALL VOTE: 5 – 0**

15          **MOTION PASSED**

16  
17          **MOTION:** Bob Letourneau

18          *To appoint Kendall Hughes to serve on the Ashland 4<sup>th</sup> of July committee.*

19          **SECOND:** Alan Cilley

20          **ROLL CALL VOTE: 4 – 1** (Andy Fitch voted nay)

21          **MOTION PASSED**

- 22  
23          **h. 4<sup>th</sup> of July Announcements** – Deb Perdue announced that this year, the Mary Ruell  
24          award will be given to Nancy Cross for her years of volunteer work. Jane Lyford and  
25          Bob Baker will be the Grand Marshalls for the parade.

- 26  
27          **j. Heritage Commission Appointment**

28  
29          **MOTION:** Ann Barney

30          *To appoint Kendall Hughes to serve on the Ashland 4<sup>th</sup> of July committee.*

31          **SECOND:** Bob Letourneau

32          **ROLL CALL VOTE: 4 – 1** (Andy Fitch voted nay)

33          **MOTION PASSED**

- 34  
35          **k. Housing Standards Board Appointment** – Kendall Hughes requested to be appointed  
36          to the Housing Standards Board. This Board has been inactive for about 7 years. The  
37          Board decided not to appoint anyone to this board pending further study of the need for  
38          this board.

- 39  
40          **l. Crack Sealing and Road Sweeping** – DPW Director Moore presented proposals to  
41          perform the annual crack sealing and road sweeping. The cost of these projects will  
42          come from the State funds.

43  
44          **MOTION:** Andy Fitch

45          *To approve the expenditure of \$11,400 for crack sealing.*

46          **SECOND:** Bob Letourneau

47          **ROLL CALL VOTE: 5 – 0**

48          **MOTION PASSED**

1           **MOTION:** Bob Letourneau  
2           *To approve the expenditure of \$2,900 for road sweeping.*

3           **SECOND:** Andy Fitch

4           **ROLL CALL VOTE: 5 – 0**

5           **MOTION PASSED**

- 6  
7           **m. Rust Repairs on the 2012 Loader** – DPW Director Moore informed the Board that the  
8           2012 loader, which is used for delivering and scraping road salt is badly rusted. He  
9           received an estimate of \$8,000 to remove the rust and repaint, which would preserve the  
10          loader.

11          **MOTION:** Bob Letourneau

12          *To approve the expenditure of \$11,400 for crack sealing.*

13          **SECOND:** Alan Cilley

14          **DISCUSSION:** Andy Fitch expressed concern that this work should be done inside to  
15          prevent particle spread. He also suggested that the work be inspected before painting.  
16          Mr. Moore said he would check the work every few days.

17          **ROLL CALL VOTE: 5 – 0**

18          **MOTION PASSED**

- 19  
20  
21          **n. Appointment of Alternate to the Library Trustees** – Alice Staples requested that  
22          Kathleen DeWolfe be appointed as an alternate to the Ashland Library Trustees.

23          **MOTION:** Eli Badger

24          *To appoint Kathleen DeWolfe as an alternate to the Ashland Library Trustees.*

25          **SECOND:** Andy Fitch

26          **ROLL CALL VOTE:** 3 in favor (Badger, Fitch, Barney), 2 opposed (Letourneau,  
27          Cilley)

28          **MOTION PASSED**

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30  
31          **o. Appointment of Ex Officio Positions** – Eli Badger polled the Board to determine  
32          interest/willingness to serve as ex-officio members and alternates to the Planning Board,  
33          Budget Committee and Heritage Commission. No one volunteered to serve as an  
34          alternate to the Planning Board.

35          **MOTION:** Eli Badger

36          *To appoint Andy Fitch as the ex officio member of the Planning Board.*

37          **SECOND:** Andy Fitch

38          **ROLL CALL VOTE:** 5-0

39          **MOTION PASSED**

40  
41          **MOTION:** Eli Badger

42          *To appoint Ann Barney as the ex officio member of Heritage Commission.*

43          **SECOND:** Bob Letourneau

44          **ROLL CALL VOTE:** 5-0

45          **MOTION PASSED**

1 **MOTION:** Eli Badger  
2 *To appoint Bob Letourneau as the alternate ex officio member of Heritage Commission.*

3 **SECOND:** Alan Cilley

4 **ROLL CALL VOTE:** 5-0

5 **MOTION PASSED**

6  
7 **MOTION:** Andy Fitch

8 *To appoint Eli Badger as the ex officio member of Budget Committee.*

9 **SECOND:** Bob Letourneau

10 **ROLL CALL VOTE:** 5-0

11 **MOTION PASSED**

12  
13 **MOTION:** Eli Badger

14 *To appoint Andy Fitch as the alternate ex officio member of Budget Committee.*

15 **SECOND:** Ann Barney

16 **ROLL CALL VOTE:** 5-0

17 **MOTION PASSED**

18  
19 **p. Pemi-Baker Solid Waste District** – Craig Moore asked for approval to join this year’s  
20 Pemi-Baker Solid Waste District. The consensus of the Board was to join, and at least  
21 three selectmen will sign the agreement.

22  
23 **q. Ashland Campground** – Ann Barney received a request from the owner (Mark Cappi)  
24 of the campsite where the tree fell and damaged the camper to abate the site fee given  
25 that the camper has been taken off site for repairs lasting 6-8 weeks.

26  
27 **MOTION:** Bob Letourneau

28 *To prorate the seasonal fee for Mr. Cappi’s campsite.*

29 **SECOND:** Andy Fitch

30 **ROLL CALL VOTE:** 4-0-1 (Ann Barney abstained)

31 **MOTION PASSED**

32  
33 **V. NON-PUBLIC SESSION** – Bob Letourneau made a motion to go into non-public  
34 according to RSA 91-A:3, II(a) at 7:38. The motion was seconded by Andy Fitch. Roll call  
35 vote was 5-0.

36  
37 **VI. PUBLIC SESSION** – The board resumed the public session at 7:52. No decisions were  
38 announced.

39  
40 **VII. ADJOURNMENT**

41  
42 **MOTION:** Ann Barney

43 *To adjourn.*

44 **SECOND:** Andy Fitch

45 **ROLL CALL VOTE:** 5 – 0

46 **MOTION PASSED:** Meeting was adjourned at 7:53 p.m.

47 *Notes prepared by Frances Newton*